

RESOLUTION NO. 2011-01

A RESOLUTION OF THE KEY WEST BIGHT MANAGEMENT DISTRICT BOARD FOR THE CITY OF KEY WEST, FLORIDA, DIRECTING THE PROCEDURE FOR RECEIPT OF KEY WEST BIGHT MANAGEMENT DISTRICT BOARD MATERIALS FROM THE CITY CLERK; DIRECTING THE CITY MANAGER AND THE CITY ATTORNEY TO ESTABLISH TIMELINES TO ASSIST THE CITY CLERK; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the prompt receipt of materials regarding those matters that come before the Key West Bight Management District Board for action is essential to the Board's effective governance of the Bight area; and

WHEREAS, historically, said materials are received by the Board members five days prior to the board meeting date; and

WHEREAS, the Key West Bight Management District Board has recently begun the practice of having all of the aforementioned materials electronically available on Legistar; and

WHEREAS, it is essential to have the aforementioned materials submitted to the clerk's office promptly in order to promptly make available the materials for the Board members; and

WHEREAS having an established timeline for staff to submit the aforementioned materials submitted to the clerk's office will facilitate the availability of these materials on Legistar

for the benefit of the Board members as well as the public at large in a much more convenient and time saving manner, thereby promoting a well educated discussion of the relevant issues before the Board;.

NOW THEREFORE, BE IT RESOLVED BY THE KEY WEST BIGHT MANAGEMENT DISTRICT BOARD FOR THE CITY OF KEY WEST, FLORIDA, AS FOLLOWS:

Section 1: That the City Clerk shall provide all pertinent agenda information to the members of the Key West Bight Management District Board at least five days prior to all regularly scheduled Board meetings.

Section 2: That the City Clerk shall provide all pertinent agenda information to the members of the Key West Bight Management District Board at least five days prior to all specially scheduled Commission meetings if sufficient time between the calling of such meeting and the actual holding of the meeting so allows. If time does not permit, the City Clerk shall provide such materials as soon as possible to allow sufficient review.

Section 3: No item shall be placed on any Key West Bight Management District Board unless it has been reviewed and approved by the City Manager (or his/her designee), the City

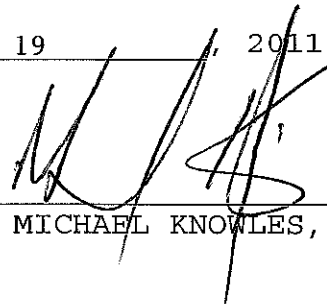
Attorney and the Finance department. The City Manager, Finance Department and City Attorney are directed to develop timelines to facilitate adequate internal review in assisting the City Clerk to meet the deadlines specified in this resolution.

Section 4: That this Resolution shall be effective immediately upon its passage and adoption and authentication by the signature of the presiding officer and the Clerk of the Key West Bight Management District Board and the procedures herein shall be followed commencing with the regularly scheduled Key West Bight Management District Board February 2011 meeting.

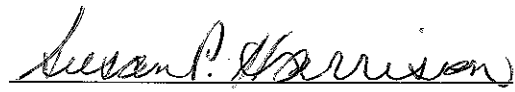
Passed and adopted by the Key West Bight Management District Board at a meeting held this 19th day of January, 2011.

Authenticated by the presiding officer and Clerk of the Key West Bight Management District Board on January 19, 2011.

Filed with the Clerk January 19, 2011.

  
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MICHAEL KNOWLES, CHAIRMAN

ATTEST:

  
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SUE HARRISON,  
SR. DEPUTY CITY CLERK